

**MINUTES
HISTORIC PRESERVATION COMMISSION
OF THE CITY OF GREEN BAY
Monday, September 9, 2013
Room 210, City Hall
4:00 p.m.**

PRESENT: Jacqueline Frank, Jeanine Mead, Susan Ley, Ald. Mark Steuer

EXCUSED: Roger Retzlaff, Chris Naumann, Melissa Hauk

ALSO PRESENT: Mayor Jim Schmitt, Bill Kloiber, Ald. David Boyce, Jeffrey Knutson, Bill Meindl, Attorney Kail Decker

The meeting was called to order by Ald. Steuer at 4:00 p.m.

1. APPROVAL OF MINUTES AND AGENDA

- a. Approve August 12, 2013 Minutes

Motion made by Jacqueline Frank to approve the August 12 and August 26, 2013 Minutes, seconded by Jeanine Mead. All in favor. Motion carried.

- b. Modify and adopt agenda

No changes made to the proposed agenda.

2. DESIGN REVIEW

- a. Review and discuss renovations at 840 Shawano Avenue

Chris Lindberg, 2505 Sun Terrace, appeared at the meeting to discuss the renovations, which consist of removing the current crumbling concrete staircase and replacing it with a treated staircase landing. The current railing will be replaced with 6 x 6 treated posts. Tyler Schuh Construction is contracted to do the work.

The Commission stated they would prefer the replacement posts having a more aesthetic look. The proposed 6 x 6 treated posts should be painted the same color as the existing trim.

Motion made by Susan Ley to approve the renovations at 840 Shawano Avenue, with the condition that the posts are painted the same color as the trim. Motion seconded by Jeanine Mead. All in favor. Motion carried.

- b. Review and discuss renovations at 702 S. Quincy Street

No representative appeared on behalf of 702 S. Quincy Street.

Motion made by Jacqueline Frank to postpone this item until next month's meeting.
Motion seconded by Susan Ley. All in favor. Motion carried.

c. Review and discuss renovations at 133 N. Broadway

Fran Toutloff, 133 N. Broadway, is present to discuss a sign placement. The sign was purchased from a business that went out of business on Main Street. The vinyl letters will be replaced with the store name.

Motion made by Susan Ley to approve the sign placement at 133 N. Broadway, contingent upon approval of the City of Green Bay and On Broadway, Inc.. Motion seconded by Jeanine Mead. All in favor. Motion carried.

3. **REPORTS**

a. Demolition waiting period ordinance – report on working group meeting

Attorney Decker explained the difference between the two ordinances he's drafted. The first version contains a number of waiting periods which allow the HPC to intervene if a building is deemed historic. The second version contains a straight 30 day waiting period with no HPC involvement other than the HPC being notified if an application for a raze permit comes in. Attorney Decker stated there could be other options, depending upon what council decides to do regarding this restriction.

Regarding the zoning code, Attorney Decker explained this is where council has the authority to create historic property regulations. Attorney Decker does not feel the zoning code is the best area for this. It would be better suited in the building code. If it was in the zoning code, it would restrict the city's ability to do things such as issuing stop work orders or issuing fines. The drafted ordinance pertains to any building over 50 years old. A suggested additional restriction could be added referring to locations only being in historic areas, not the entire city, and would only apply to primary structures, not sheds.

Any other ideas or suggestions should be emailed to Attorney Decker. He will then add it to the draft and put on a future HPC agenda for discussion.

b. 619 Porlier Street

Ald. Steuer, Cheryl Renier-Wigg and Ald. Tim De Wane went to this property about a month ago. He understands there was an August 30 deadline on this property. Susan Ley was told by the son that an offer had been made with the contingency that the buyer could get city approval to put a driveway on the property. It currently has a shared driveway.

Mayor Schmitt stated the offer that came in had short times frames in which to show financing. Attorney Decker was involved in the negotiations and confirmed the August 30 deadline. Someone did step forward the very last day and provided him with enough information to hold off another week. In that time period, a rehabilitation agreement was to be signed, committing to certain deadlines for making exterior repairs, providing proof of financing and permits, and getting signing a purchase agreement. Attorney Decker sent the rehabilitation agreement to the potential buyer's attorney. The purchase offer expired and the buyer backed out of some of the details. Consequently, the seller didn't want to sell under a different purchase price which was offered later.

It became apparent to Attorney Decker that the buyer was not interested in taking on the project in the manner Attorney Decker wanted it to take place. Attorney Decker was concerned if an agreement was signed with that individual, this process would be delayed further and he wouldn't do a complete job. Fine points and technicalities were argued with Attorney Decker. This isn't a project where we want someone to barely meet the minimum standards and then have a problem five years down the road.

Attorney Decker has ordered the building to be razed. This week the honey bees will be removed and given to a beekeeper. Asbestos testing will be done this or next week. The raze contractor is available Monday.

Another person has since come forward with an interest in the property, but no extensions will be given. Ald. Steuer feels the city has done its due diligence on this property.

4. **CORRESPONDENCE**

None.

5. **CONTINUING BUSINESS**

a. Strategic Planning – led by Jacqueline Frank and Chris Naumann

Jacqueline Frank stated a SWOT analysis has been drafted. She is now waiting to receive Chris Naumann's notes regarding the committee's overall vision. Jacqueline will then draft a memo for the commission's review as well future objectives.

b. Demolition Waiting Period

- i. discuss building types and areas of city that could be designated historically significant such that HPC review could be required as a part of the zoning code

This item was somewhat discussed above and discussion will continue in the next few weeks.

6. **NEW BUSINESS**

a. Discuss property at 1250 Main Street

Mayor Schmitt stated the city has a raze order on this property but it is an awesome building. The city has been to court several times with the owner in order to get an injunction lifted.

Mayor Schmitt would like HPC's assistance in finding an investor for the property in order to save it. The owner is willing to sell. In its current condition, Attorney Decker thinks it's worth no more than \$50,000. He believes Mr. Lerch does not think the city will raze this property. However, Attorney Decker is prepared to have it razed unless a serious offer comes in. Mr. Lerch should sell the property for whatever price is offered, otherwise he could lose everything.

Ald. Steuer is willing to make a concerted effort to get the word out about this property. Susan Ley will contact Scott Williams at the *Press Gazette*. Jeanine Mead will contact the Neville Museum.

Mayor Schmitt stated he respects the HPC, but the city will raze this property unless something is done. He feels the building has potential.

Attorney Decker stated the building either has to be sold or raised and would like an answer within the next 30 days.

b. Review monthly building activity report

A motion to receive and place on file the August monthly building report was made by Jeanine Mead, seconded by Susan Ley. All in favor. Motion carried.

7. OTHER ANNOUNCEMENTS, CORRESPONDENCE AND NEWS

Jeffrey Knutson, 6897 Clow Road, Winneconne, WI, owner of 401-409 N. Broadway, is present at this meeting. These properties were once the Hoffman House (1873) and the Hibernia House (1874).

Mr. Knutson would like the picture of 401 N. Broadway on the HPC website removed because it shows it as a boarded up building and isn't that way today. Bill Kloiber will have Chris Rand take new digital photos and post them on the website.

Jeffrey Knutson would also like to get historic plaques for both of these buildings. Ald. Steuer suggested he email the HPC before and after photos and explained the yearly awards ceremony which takes place in the spring.

Jeffrey stated the upstairs of the Hoffman House is finished and ready to rent. He wanted the downstairs to be commercial but that wasn't approved, so five more rental units will be downstairs. Jeffrey has been working with On Broadway on this and stated he is doing

most of the renovations himself. Ald. Steuer stressed the importance of keeping the historic look of the buildings.

Jeffrey stated he appeared in person because he could not find the HPC website with any contact information.

8. **NEXT MEETING DATE**

The next meeting date of October 14, 2013 at 4:00 p.m. was confirmed.

9. **ADJOURNMENT**

A motion to adjourn was made by Ald. Steuer, seconded by Jeanine Mead. All members voted in favor of the motion. Motion carried.